

DDA SUBJECT FILE COPY

**ROUTING AND TRANSMITTAL SLIP**

Date  
2 July 1985

TO: (Name, office symbol, room number, building, Agency/Post)		Initials	Date
1. D/OIT 2D00 HQS			
2.			
3.			
4.			
5.			
Action	File	Note and Return	
Approval	For Clearance	Per Conversation	
As Requested	For Correction	Prepare Reply	
Circulate	For Your Information	See Me	
Comment	Investigate	Signature	
Coordination	Justify		

**REMARKS**

CC: D/OTE

PLEASE HANDLE AS APPROPRIATE.

1B-3

**DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions**

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
EXO/DDA	7D24 HQS

5041-102

☆ GPO : 1983 O - 381-529 (301)

**OPTIONAL FORM 41 (Rev. 7-76)**  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206

STAT  
STAT

# EXECUTIVE SECRETARIAT

## ROUTING SLIP

TO:

		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR				
4	D/ICS				
5	DDI				
6	DDA		X		
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO				
15	VC/NIC				
16					
17					
18					
19					
20					
21					
22					

SUSPENSE \_\_\_\_\_ Date \_\_\_\_\_

Remarks

Please handle as appropriate.

Executive Secretary

1 July 85

Date

3637 (10-81)

STAT

# U.S. Professional Development Institute

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Sincerely,



Peter Zuckerman  
Program Director

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